

Vacancy:

TuksGolf – Driving Range Assistant

Casual Work – Shift-based (4-6 positions available)

Job Purpose:

- To provide professional support to the TuksGolf Head of Programme (HOP) and Range Manager in the operational activities of the driving range.
- To perform range operational tasks including membership contracts, kiosk customer services, inventory control and maintenance.
- To perform range maintenance tasks, including but not limited to, golf-ball recycling, green-keeping; including grass-cutting, divot repair, fertilising and watering.
- To process and report on all range operational functions including staff, stock control, and facilities.

Minimum Requirements:

- Senior Certificate OR minimum or 3 years' experience in the relevant field
- Willing to work shifts, weekends, holidays and public holidays
- Basic knowledge of green-keeping and landscaping maintenance
- Basic knowledge of golf
- Ability to communicate well with golf clients and staff.
- Ability to do manual labour work (pushing wheelbarrows, carrying fertiliser)
- Ability to drive a golf cart
- Administrative skills – daily cash up, client register, stock control
- Neat appearance: a sense of dignity and pride in appearance
- No criminal record
- Sober habits

Preferred Requirements

- Driver's License would be an advantage

Other Requirements:

- Reliable & Responsible
- Good communication skills
- Hard-working
- Ability to take initiative
- Ability to work independently
- Planning skills
- Deadline driven
- Coordination skills
- Honesty and efficiency
- Team player

A detailed job description will be sent upon request

Working Hours:

To be discussed

Closing date: 15th March 2024

No Applications for the position will be considered in the absence of submission of a valid South African ID or, in the case of a foreign national, a valid work permit in terms of which employment in the vacant position is authorised.

*Interested parties should send a CV, a cover letter and copies of qualifications to
Human Resources: dewald.reinecke@hpc.co.za*